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Jackie McClaskey, Secretary

Governor Sam Brownback

## AMERICANS WITH DISABILITIES ACT (ADA) POLICY STATEMENT

The Americans with Disabilities Act of 1990 (ADA) is a federal anti-discrimination statute designed to remove barriers which prevent qualified individuals with disabilities from enjoying the same employment opportunities that are available to persons without disabilities. The Kansas Act Against Discrimination, as amended, is a state statute offering similar protection. The Department of Agriculture is committed to ensuring that persons with disabilities are included in all aspects of employment. All managers, supervisors and employees are hereby directed to comply with the following policies:

- 1. Discrimination Prohibited:** People with disabilities who are otherwise qualified may not be discriminated against in any areas of employment including, but not limited to, job application and compensation procedures, fringe benefits available by virtue of employment and activities sponsored by this agency.
- 2. Limiting, Segregating and Classifying:** Persons with disabilities shall not be limited, segregated, or classified in a way that adversely affects their employment opportunities or status.
- 3. Contractual or Other Arrangements:** The Department of Agriculture will not participate in a contractual or arrangement relationship which would subject qualified applicants or employees with disabilities to the discrimination prohibited by the ADA.
- 4. Reasonable Accommodation:** The Department of Agriculture will make reasonable accommodation to known physical or mental limitations of an otherwise qualified applicant or employee with a disability unless it can be demonstrated that the accommodation would impose an undue burden. After a qualified individual requests reasonable accommodation, The Dept of Agriculture will make every reasonable effort to determine and provide the appropriate accommodation.
- 5. Retaliation and Coercion:** The Department of Agriculture will not coerce, intimidate, threaten, harass or interfere with any individual exercising or enjoying his/her rights under the Title I of ADA or because that individual aided or encouraged any other individual in the exercise of rights granted or protected by Title I of ADA.
- 6. Employees** may bring the complaints to the attention of their supervisor, or if the complaint involves supervisory personnel in the employee's line of command, to the personnel manager or EEO Coordinator in this agency.

The Department of Agriculture will be forthright in all efforts to ensure that individuals with disabilities do not encounter discrimination including outright intentional exclusion; discrimination effects or architectural, attitudinal or communication barriers. The policy of the Dept of Agriculture will be to maximize the full inclusion and integration of people with disabilities in employment.

The Agency ADA Coordinator, Steve Stankiewicz, can be reached at the Manhattan HQ Bldg., 1320 Research Park Drive, Manhattan, KS 66502, (785) 564-6711.

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Jackie McClaskey, Secretary of Agriculture  
Date: \_\_\_\_\_

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